



1:1 Student Chromebook Expectations

Overview:

Minooka 201 believes that the effective use of technology can really help motivate and engage students to achieve higher learning outcomes. A one to one (1:1) program provides the platform for any time or any place learning to have meaningful collaboration and educational results both in and outside the classroom. Therefore, all students grades 5-8 will be issued a Chromebook. Grades 6-8 will also be issued a Chromebook charger and carrying sleeve or protective shell to take home.

Expectations:

Equipment is used for school-related purposes only

The Chromebook is expected to be used for school-related learning opportunities only, regardless if the Chromebook is on school grounds or not. All internet traffic will be filtered 24/7 with the same rules applied during normal school hours. The Chromebook should not be used by anyone but the student for whom it is issued. Each day, the classroom teacher will decide if students will use their Chromebook or not. Students will never use the equipment in restrooms or locker rooms.

The student is responsible for safe handling and care

The student is responsible for the use and care of the Chromebook and is expected to bring the Chromebook fully-charged and ready to use at school every day. Damaged equipment needs to be returned for evaluation and repair. Damage due to negligence or misuse may result in repair charges or disciplinary actions.

The student will transport the equipment safely including in the classroom, between classes, and for grades 6-8, outside of school. The Chromebook must remain free of any writing, drawing, stickers, or labels other than the district-provided asset tracking labels. Removal of district-provided labels or asset tags is not permitted and subject to disciplinary actions.

Students are responsible for following Chromebook care guidelines:

- Heavy objects should never be placed on top of the Chromebook
- Never use extreme pressure when opening or closing the Chromebook
- Ensure nothing is on the keyboard before closing the Chromebook lid
- Keep the Chromebook away from liquids and never unattended
- Chromebook should not be exposed to weather elements such as rain or snow
- Inserting or removing the charger cord is done in a responsible manner
- Clean screen with a soft, dry microfiber or anti-static cloth

- Chromebook is kept in its protective shell or carrying case at all times

Use of Cameras, Microphones, & Recording Equipment

- Camera, Microphones, & Recording Equipment can only be used in the classroom with teacher approval and photos or recordings cannot be shared beyond the classroom

Accidental Damage

All accidental damage incidents must be promptly reported to the classroom teacher. Students will be asked to provide a statement which describes the events which led to the damage.

- **First Occurrence:** A temporary loaner Chromebook will be issued until the Chromebook is repaired
- **Second Occurrence** within 365 days of a previous incident: Parents will be notified by the student's Dean or Building Administrator that repair cost may be issued and any future damage incidents will result in repair fees up to the full replacement cost of the Chromebook.
- **Three or More Occurrences** within 365 days of a previous incident: The Chromebook repair cost will be issued to the parents and the student's privileges to use the Chromebook may be revoked or limited.

Lost or Stolen Chromebook

In the event that the Chromebook is lost or stolen, it is the responsibility of the student to immediately report it to his or her classroom teacher or building administration. Administration may remotely disable the Chromebook until it has been returned. If the equipment is thought to be stolen outside of school grounds, a police report must be filed and a copy of the report must be given to the school district within two weeks of the filing date.

Loaner Equipment

The district will provide a loner Chromebook to be checked out by students in the event of their Chromebook being repaired or lost. Loaner equipment shall be returned at the end of the day unless directed otherwise. Spare equipment is a limited supply and priority will go to students who have their Chromebook out for repair compared to students who routinely forget to bring their Chromebook charged to school each day.

Equipment is owned by the district

The district reserves the right to monitor, search, or access any data or communication that is processed on the district issued equipment. Any unlawful use discovered will be reported to the police and the district will take any and all appropriate actions including disciplinary action. Any equipment not returned when a student is unenrolled from the district will be subject to replacement fees. Minooka 201 has discontinued its "Bring Your Own Device" or (BYOD), which let students bring in their own personal Windows or Apple laptop to use in class. With 1:1 issued devices, all students will have the same experience.